



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY INTELLIGENCE CENTER AND FORT HUACHUCA
1903 HATFIELD STREET
FORT HUACHUCA, ARIZONA 85613-7017

ATZS- CG

29 April 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: POLICY 134 – Training Development Special Qualification Identifier

1. REFERENCES.

a. TRADOC Regulation 350-70, Systems Approach to Training Management, Processes, and Products, 9 Mar 99.

b. DA Pam 611-21, Military Occupational Classification and Structure, 31 Mar 99.

2. POLICY. All commissioned officers and enlisted Soldiers assigned as training developers will receive the appropriate skill identifier (SI) or special qualification indicator (SQI) on completion of this assignment-oriented training.

3. PROCEDURES. Within 90 days of assignment as a training developer, all personnel are required to complete the Systems Approach to Training (SAT) Course offered by Staff and Faculty Development Division or the Systems Approach to Training Basic Course (SATBC) offered by the Army Training Support Center (ATSC) via video teletraining. This includes persons assigned to positions coded as training developers, as well as The Army School System (TASS) instructors who must develop training.

4. On completion of training, officers and Soldiers are to initiate processing of a Personnel Action, DA Form 4187. Use the organization's prescribed procedure to forward required documentation to the Personnel Action Center (PAC) through the battalion S1. Enclose a copy of the certificate of training (DA Form 87). Respective codes for Training Development are listed below:

a. Officers: SI 7Q (DA PAM 611-21, Table 4-3)

b. Enlisted: SQI 2 (DA PAM 611-21, Table 12-1)

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5. PROPONENT. Staff and Faculty Development Division, Mr. Ward, at 538-1138, email richard.ward@hua.army.mil.

A handwritten signature in black ink, appearing to read 'B. Fast', with a long horizontal flourish extending to the right.

BARBARA G. FAST
Major General, USA
Commanding

DISTRIBUTION: E